PD F 5363 E Department of the Treasury Bureau of the Public Debt (Revised November 2001)

## **ON-THE-SPOT AWARD**

| Employee Name(s)                       |                    |                              | Social Security Number(s) |                         |
|--|--------------------|------------------------------|---------------------------|-------------------------|
|  |                    |                              |                           |                         |
|  |                    |                              |                           |                         |
| Recommending Organization (Office      | e/Division/Branch) |                              |                           |                         |
| . Award Amount (Place "X" in desired   | amount)            | \$50<br>\$75<br>\$100        | \$125<br>\$150<br>\$175   | \$200<br>\$225<br>\$250 |
| JUSTIFICATION FOR AWARD                |                    |                              |                           | Ψ250                    |
|  |                    |                              |                           |                         |
|  |                    |                              |                           |                         |
|  |                    |                              |                           |                         |
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| ERIOD COVERED: From                    | (MM/DD/YY)         | To                           | (MM/DD/YY)                |                         |
|  | ,                  |                              | ,                         |                         |
| Typed Name of Recommending Off         | icial              |                              | IIIe                      |                         |
| Signature of Recommending Official     | ıl                 |                              |                           | Date                    |
| Phone number                           |                    |                              | Cost Co                   | ode                     |
| . Signature/Title of Approving Officia |                    |                              |                           | Date                    |
|  | FOR                | HRD USE ONLY                 |                           |                         |
| ate Processed Effective [              | Date               | Certifying Official          |                           |                         |
|  |                    |                              |                           |                         |
| (DETACH HERE Give bot                  | tom portion to awa | ardee(s); carry/fax/mail top | portion to H              | uman Resources) -       |
|  |                    |                              |                           |                         |
|  | ON-THE             | SPOT AWARD                   |                           |                         |
|  |                    | OI OI AWAIID                 |                           |                         |
| This award recognizes                  |                    |                              | 's                        | exceptional             |
|  |                    |                              |                           |                         |
| contributions from                     |                    | to                           | •                         |                         |
| Φ.                                     |                    |                              |                           |                         |
| \$                                     | 0:                 |                              |                           |                         |
| Amount of Award                        | Signature of       | Recommending Office          | ıaı                       | Date                    |